

**Gift Aid Process Development Intern – Somebody Cares**

*A self-motivated and detail-oriented individual will support our charity's financial optimisation by designing and implementing a comprehensive Gift Aid recovery process for our retail operations. This role is critical to maximising our charitable income and establishing robust financial systems.*

- Interest/Ability in Accounting or Finance or related subject
- Proficiency in Excel and basic data management
- Strong analytical and problem-solving skills
- Excellent communication abilities
- Detail-oriented approach

**Archival Researcher, Footdee Resettlement Project - Dept. of Anthropology, University of Aberdeen**

*This internship will support a researcher assembling an academic article on the state-led population resettlements in the North. The assistant would identify documents, newspaper articles, and other accounts surrounding the creation of the new "fish town" at the start of the 19th century to rehouse fishing families as a prelude to the creation of the Queen's Link recreation area.*

- Experience working with finding aids in a library, or an archive.
- Ability to critically identify keywords, names and dates to aid in further research.
- The ability to keep notes of sources in a spreadsheet

**Engaging New Audiences: The Lay of the Last Minstrel Big Read – Walter Scott Research Centre**

*Big Read is a project to encourage as many readers as possible to read the poem 'The Lay of the Last Minstrel', to engage with it, and consider both its legacy and its relevance for today. Includes working with Centre staff to develop appropriate content for a series of short videos. Filming and editing videos for online resources.*

- Previous experience of filming and editing videos.
- Skills: Ability to use relevant equipment for filming and editing short content video material. Ability to communicate with others.
- Interests: Working as part of a team. Interest in film and documentary.

**Community Engagement Officer - Cathedral church of St Machar, Old Aberdeen**

*To support the Cathedral preparing activities with links to the Tall Ships Race coming to Aberdeen July 19th-22nd 2025. To research links with the sea in the kirkyard burials, Cathedral archives and wider work of the church. To create a kirkyard trail for the general public linked to project. To engage and support visits by groups such as school children and tourists under the supervision of the Education Officer and to work with Cathedral volunteers*

- Relevant experience – volunteering or working with people of various ages, project working
- Skills – research, teamwork, a strong written and verbal communicator, project work
- Knowledge – ability to use social media effectively

**Fundraising Events Programme Planner (Inverurie) - Aberdeenshire North Food Bank**

*Negotiate/liase with community events organisers in the area to book places for the Foodbank to be present at Highland Games, Agricultural Shows, Craft Fairs, etc*

- Good negotiating skills via various communication systems – particularly email, audio or video platforms (eg, Microsoft Teams or Zoom), and telephone.
- Confidence in a public (customer) facing role.
- Excellent research and communication skills.
- Good knowledge of social media.
- Keen interest in working in a fast-moving environment with colleagues and the public at large.

**Client & Project Intern – NLB Coaching**

*The intern will work with the team to build new relationships online and in person with potential clients as well as sit in with existing clients and take notes and observe practice. They will also create marketing campaigns on our social media channels as well as administrative duties in the office. The intern will also help implement and develop project management skills with our third sector clients and in-house for our mental health groups.*

- *Ideal candidate has a passion to help others and may have their own personal story to tell of adversity.*
- *They may have a passion for mindfulness and wellbeing and be caring and able to demonstrate empathy.*
- *Microsoft Office and be a proficient communicator.*
- *Be able to maintain confidentiality and privacy of our client support needs.*

**Engagement and Volunteer Intern – Ruthrieston Community Centre**

*The role aims to connect the centre with the local community and ensure that its activities and facilities meet the community's needs. This role involves working closely with the Manager and Trustees to engage with local residents, identifying their requirements, and understanding how the centre can better serve them.*

- *Ability to communicate electronically and in person with a range of organisations and local residents*
- *Enjoy interaction with people and encourage them to express their opinions*
- *Problem solving ability and idea generation. Ability to do quantitative and qualitative research*
- *A desire to improve the community resilience and well being*

**Project Intern – Tall Ships (Aberdeen City Council)**

*Assist the Senior Project Officer (Tall Ships Races) and Project Officer (Tall Ships Races) with the planning and implementation of the event (July 19th - 22nd 2025).*

- *Good written/numerical skills*
- *Using PC packages (Office 365, Microsoft Packages Outlook, Teams, Word, Excel).*
- *Working as part of a team*
- *Communicating effectively with others*
- *Organisation and time management*

**Communications and Web Development Intern – Bennachie Leisure Centre**

*The intern will improve website functionality, streamline IT systems, compare hosting and IT suite costs, and review social media management tools.*

- *Improve website functionality and user interactivity.*
- *Streamline internal IT systems for efficiency.*
- *Conduct cost comparisons for hosting services and IT suites.*
- *Review and recommend improvements for social media management systems.*
- *Assist in implementing digital strategy enhancements.*
- *Provide technical support for ongoing website and communications projects.*

**Digital Marketing/Social Media Intern – Chiropractic Clinic (Inverurie)**

*Creative and motivated Digital Marketing/Social Media Intern to assist in implementing marketing strategies, managing social media accounts, creating content, and analysing performance.*

- *Interest in digital marketing and social media trends particularly in health setting.*
- *Strong communication and organizational skills and engagement with people.*
- *Familiarity with social media platforms and basic design tools (e.g., Canva).*
- *Analytical mindset and attention to detail.*

**Project Assistant – Clan**

*Assisting the project team in preparation for The BookBench Trail. Working alongside the Project Manager and Marketing Manager to plan and collate content for the trail app. Lead on the sourcing and delivery of in-app audio content supported by the project team.*

- *Proficient in using Excel*
- *Marketing/Communications*
- *Social media*
- *App content planning*
- *Proofreading*

**LinkedIn Outreach and Marketing Strategy Intern – DXD Media (remote)**

*Ideal for someone looking to gain hands-on experience in B2B marketing and LinkedIn strategy. The successful candidate will work closely with the senior staff to leverage LinkedIn Sales Navigator, identify high-potential leads, and develop a targeted outreach strategy to showcase DXD Media's value and expertise*

- *Demonstrates an interest in B2B marketing, LinkedIn strategy, and sales development.*
- *Shows a willingness to learn and utilise LinkedIn Sales Navigator.*
- *Possesses strong communication skills and creative thinking for effective outreach.*
- *Is proactive and able to work independently with guidance.*

**Marketing and Campaign Development Intern - HR Hub Plus Limited**

*Play an integral role in the development, promotion, and execution of their "Don't Delay, Get in Touch Today" campaign. This initiative aims to enhance brand visibility, foster client engagement, and communicate our unique HR solutions to businesses.*

- *Campaign planning and execution*
- *Content creation & market research*
- *Digital marketing and social media management*
- *Event coordination & performance analysis. Collaboration and communication*

**Marketing & Storytelling Intern - Our Union Street**

*As an intern with OUS, you will support various tasks across different projects, including assisting with video production, photography, and creative content creation. Conducting research, scripting, and helping with storytelling initiatives. Presenting and engaging with community members and partners. Supporting team members on projects aimed at enhancing the vibrancy of Union Street.*

- *A passion for culture, art, or history.*
- *Ability to work effectively in a team environment.*
- *Flexibility and a willingness to adapt to different tasks and situations.*

**Digital Economies Internship – Scottish Enterprise**

*You will work as part of the Digital Economies and High Value Manufacturing team under the Capital Investment for Productivity division supporting the delivery of a Scottish Roadmap in Digital Trust. Assist the Project Manager in executing tasks related to the Education and Engagement aspects of the roadmap, aiming to enhance industry knowledge and awareness about the productivity benefits of digital trust technologies.*

- *Experience in delivering projects or deadlines.*
- *Storytelling and content creation*
- *Data collection and critical thinking*
- *Ideally interest in digital technology*

**Marketing/Social Media Intern – Paws on Plastic**

*Create engaging, shareable social media content for multiple channels in order to effectively promote our charity's message and encourage more dog owners to join Paws on Plastic.*

- *Interest in environmental issues*
- *Experience in marketing, social media content creation and copywriting*
- *Knowledge of social media software and scheduling/graphic design*

**Marketing Strategist Intern – Raemoir House**

*The Marketing Strategist Intern is responsible for developing a marketing solution that maximises the use of organisational resources in order to increase sales of a product to support both the company's short-term and long-term goals.*

- *Excellent level of IT skills, including but not limited to Microsoft Office package.*
- *Excellent communication skills (in person, on the telephone and in writing) and organisational skills*
- *Excellent understanding of social media and identifying those that are appropriate for the workscope*

**Internal Communications Intern - Sport Aberdeen**

*To support a project to enhance Sport Aberdeen's internal communications strategy and foster collaboration across the organisation.*

- *Excellent written and verbal communication skills.*
- *IT confident across a range of packages including M365.*
- *Basic understanding of content management systems, social media and / or collaborative tools.*
- *Internal comms and engagement, M365 collaboration tools, social media*

**Social Media Project Assistant – The Period Place**

*You will manage the "Walk to Give Her a Voice." campaign social media presence, executing marketing campaigns, coordinating with volunteers, and fostering relationships to promote the project's goals. The ideal candidate will have strong organisational skills, creativity, and a passion for making a positive social impact.*

- *Basic understanding of social media platforms and content creation.*
- *Experience managing social media accounts with a focus on engagement and content creation.*
- *Basic experience in marketing or promotional activities, including campaigns, posters and newsletters.*
- *Strong organisational skills, including scheduling and preparing for meetings with stakeholders.*

**Sustainability and Climate Change Project Assistant – Aberdeenshire Council**

*The role will vary, however, potential work areas may include supporting Climate Ready Aberdeenshire (CRA), supporting the team's work with the Scottish Climate Intelligence Service (SCIS) and supporting the Sustainability Champions programme.*

- *Student with interest and knowledge in Climate change, sustainability, partnerships, biodiversity, natural environment, or project implementation.*
- *IT and Communication skills*

**Quantifying functional diversity in Scottish saltmarshes - Greenshores, University of St Andrews**

*Collect and collate trait information on Scottish saltmarsh plant species to investigate within and between species functional trait diversity, and functional diversity between assemblages.*

- *The intern would receive training and guidance throughout the project, and no prior experience in measuring functional traits, ImageJ, GIS, or statistical analysis is required.*
- *Be organised, willing to work within a team environment and learn new skills*
- *Experience in using Excel*

**Natural Environment Project Assistant – Aberdeenshire Council**

*Potential work areas include preparing information to support Invasive Non-Native Species Week, preparatory work for a survey of Northern damselfly in Aberdeenshire, assisting the Local Nature Conservation Sites Assessment process, site-specific greenspace enhancements.*

- An interest and knowledge in one or a few of the following areas: biodiversity, landscape, arboriculture, forestry, access, natural environment or project implementation.*
- Excellent level of IT and communication skills*

**Assistant Outdoor Learning Leader - Ace Voices**

*Some of the key community experiences on offer will include a whole school outdoor learning project, an intergenerational outdoor/heritage/leadership project, ACE Voices Intergenerational Choir sessions, outdoor learning with schools, additional support needs group and within the community. Preparing for a youth leadership trip. Note there will be a 2 week break for school holidays so internship will finish w/b 28 April.*

- Interest in the outdoors, outdoor learning and community work with children*
- Happy to work outside in different weathers*
- Excellent communication and organisational skills*

**Countryside Ranger Intern - Countryside Ranger Service (Aberdeen City Council)**

*Join the Countryside Rangers on patrols, which range from only twenty minutes long to epic treks up and down hills, taking a few hours to complete. These patrols are of the countryside sites owned by Aberdeen City Council. You will help with practical work that directly benefits the wildlife living on our sites, like removing invasive non-native plants such as gorse and sometimes planting wildflowers and trees.*

- Interest in nature, its protection and improving public access to it.*
- Be happy working and walking outdoors in all weathers*
- Willing to undertake some practical and survey work as required.*

**Development of Nursery Garden - Heathryburn School (Aberdeen City Council)**

*We are looking for someone to design and improve our nursery garden so that we can provide an area where children can develop their imagination, curiosity and creativity and improve their health and wellbeing. We aim to do this by providing a variety of experiences using nature, messy play, growing and climbing opportunities so that children can experience the outdoors in a variety of ways.*

- Enthusiasm for working with and sharing information with young children and their families.*
- They should enjoy being part of a busy team and be able to work collaboratively with other staff members.*
- Candidate should be aware of current ELC legislation surrounding the outdoors and be willing to keep training and knowledge up to date.*

**Underwater Ecology Video Analyst - University of the Highlands and Islands - Shetland**

*Join our team as an Underwater Ecology Video Analyst. This internship offers an exciting opportunity to gain practical experience in marine research and data analysis. The successful candidate will play a key role in analysing underwater video footage, identifying marine species and habitats, classifying biotopes, and contributing to essential seabed mapping projects.*

- Experience in roles or tasks requiring attention to detail, methodical work, or data handling (e.g., administrative tasks, research projects) with strong observational and analytical skills*
- Proficiency in standard computer software, particularly Microsoft Excel for data recording and management*
- Basic knowledge of UK marine species and habitat identification (training will be provided)*
- Strong interest in marine ecosystems, underwater habitats, and biodiversity.*

**Project Assistant – University of Aberdeen (1x Aberdeen, 1x Qatar)**

*A University of Aberdeen research team is currently exploring students' use of AI in relation to their career learning and development, building understanding of the benefits and challenges students face in its use and exploring how it impacts on their career readiness and confidence. In this internship, two interns (one for Aberdeen campus and one for Qatar campus) will work both together, and independently, as part of the wider research project team.*

- Experience analysing quantitative and qualitative data sets.*
- Experience developing engaging content, including drafting of text and developing visually engaging materials in a range of formats (such as leaflets, posters, video).*
- Research, analytical, team, communication, creative and IT skills are essential.*
- Candidates should also have excellent written communication skills and attention to detail.*
- Understanding of a range of AI technologies and knowledge of data analysis.*
- An interest in the topic of using AI in a careers context and an interest in the research project outcomes.*

*Please note that these internships will start later than the others. Expected start date is 17th March.*

**The Careers and Employability Service are running two CV and Covering Letter sessions for application support on the 23rd and 28th of January, 2pm-3pm, Room 101, Students' Union Building.**